

VIRGINIA DEPARTMENT OF HISTORIC RESOURCES

ARCHIVES SEARCH

Please send this completed form and user agreement with a copy of USGS quad map to Quatro Hubbard, Archivist, Department of Historic Resources, 2801 Kensington Avenue, Richmond, VA 23221

NAME: _____

COMPANY AFFILIATION: _____

FED ID #/SSN #: _____

ADDRESS: _____

PHONE #: _____

FAX #: _____

E-MAIL CONTACT: _____

LOCATION OF PROJECT

NAME OF PROJECT: _____

NAME OF QUADS: _____

NAME OF COUNTY: _____

TYPE OF SEARCH: Please mark the "Expedited" box **in addition** to one of the other two types of searches **only** if you wish to have the search done in less than 3 business days (with an additional fee of \$150).

Maps Only Search

☐

Detailed Search

☐

Expedited?

☐

SEARCH AREA FOR HISTORIC PROPERTIES/DISTRICTS:

One Mile Radius

☐

Two Mile Radius

☐

Marked Site Area Only

☐

SEARCH AREA FOR ARCHAEOLOGICAL SITES:

One Mile Radius

☐

Two Mile Radius

☐

Marked Site Area Only

☐

Search results will be mailed unless other arrangements are made in advance.
If you would like results sent via Federal Express, please provide
that number here: _____

DHR will also need a signed Conditions for Use agreement (provided below) submitted BEFORE we can conduct the requested search.

Department of Historic Resources

CONDITIONS FOR USE OF DIGITAL AND OTHER DHR LOCATIONAL DATA

Use of this data is subject to the following conditions:

1. **User understands and acknowledges that release of precise locations may threaten archaeological and historical resources. User shall take reasonable precautions to ensure the security of site locations.**
2. User will identify "Department of Historic Resources" as data source on any map or publication using DHR data. User will also include the date provided.
3. User will provide DHR with two copies of any reports prepared using Virginia Department of Historic Resources data if requested by DHR.
4. Although DHR maintains high standards of data quality control, DHR makes no warranty that the data are necessarily accurate or complete.
5. Obtaining information on previously recorded historic properties does not constitute review under Section 106 of the National Historic Preservation Act. If a project is federally funded, licensed, or assisted, the federal agency may require you to obtain DHR comment under Section 106. If you are also requesting a review of your project on behalf of a federal agency, you may download a Project Review Form from our web site at www.dhr.state.va.us.
6. User understands and acknowledges that the accuracy of these data is time-limited. User agrees to use DHR-provided data only for the term specified by DHR, and to incorporate all updates provided by DHR. Under no circumstances shall User continue using DHR-provided historic resource data for more than six months following its generation.
7. If there are charges, User shall pay agreed charges within 30 days of being billed by DHR.
8. Photographs may only be reproduced in commercial publications if specific permission is granted by DHR.
9. User will indemnify and hold DHR and its officers and employees harmless against any claims by third parties arising out of the use by User of the data provided hereunder.
10. This Agreement is the entire agreement between the parties with respect to the subject matter hereof. It shall be construed in accordance with the law of the Commonwealth of Virginia and may be amended only in writing signed by both parties.

By accepting the DHR data, User agrees to abide by all of the above conditions

User signature

Printed name

User Title and Affiliation

Date